

JOB POSTING REQUEST FORM

JOB DETAILS

Reference #	CC-886-2022
Company Name	Le Passeport Culinaire
Industry	Tourism and Hospitality
Vacancy	Field Research Officer
Number of vacancies for that position	3
Job Type <i>(FT, PT, Contractual, Seasonal)</i>	Part-time
Major(s)	Tourism/ Hospitality/ Development
Degree	Bachelor's degree
Years of Experience	3 to 5 years
Location	North Lebanon, South Lebanon, Mount Lebanon, Bekaa
Remuneration & Benefits	\$40 daily (including transportation)
Currency (LBP, Dollar, Lollar)	US Dollar
Tasks & Responsibilities	<ul style="list-style-type: none"> • Coordinate with business management to determine research objective. • Organize and conduct research monitoring visits with sampled beneficiaries. • Develop interview schedules; contact beneficiaries to introduce and explain study objectives and protocol, and arrange on-site interviews. • Conduct and record face-to-face interviews with subjects, in accordance with predetermined interview protocol, data collection procedures, and documentation standards. • Provide regular written feedback on field observations and monitoring findings to the Field Research Coordinator. • Review and edit data to ensure completeness and accuracy of information; follow-ups with subjects to resolve problems or clarify data collected.

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- Ensure accurate and verbatim data collection and recording entry, cleaning, translation/transcription, compilation, and circulation of notes.
- Participate in the analysis of data.
- Excellent written and verbal communication and analytical skills.
- Fluency in English and Arabic; French is a plus.